



11:9 JUN 1979

MEMORANDUM FOR: Deputy Director for Administration  
Deputy Director for National Foreign Assessment  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Chairman, Executive Career Service Board

FROM : Frank C. Carlucci  
Deputy Director of Central Intelligence

SUBJECT : FY 1979 Annual Personnel Plan, Phase II

1. I have completed my review of the consolidated FY 1979 Annual Personnel Plan, Phase II, and the analysis prepared for me by the Office of Personnel. My review reaffirmed the need for the data contained in the APP and I plan to use the report to track progress in certain areas at my FY 1980 Agency goals meetings.

2. One particular area of concern in the current evaluation report is the disposition of counseling cases, particularly those in which no action has been taken. I have asked the Office of Personnel to follow up on this item. They will be contacting you shortly for further information.

3. The Annual Personnel Plan format for FY 1980 will be modified to make more efficient use of our computer capability to produce records of achievements. While this technical capability is not directly applicable to goal-setting, the FY 1980 APP, Phase I will be delayed to permit modifications to the entire report.

/s/ Frank C. Carlucci

Frank C. Carlucci

Distribution:

- Orig - DD/A
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- 1 - DDCI
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ORIGINATOR:

Harry E. Fitzwater

Director of Personnel

OP/P&C/PMES (13 Jun 79)

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# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FY 1979 Annual Personnel Plan - Phase II

FROM

Chief, Personnel Management Evaluation  
Staff  
1006 AMES

EXTENSION

NO.

PERS 79-3661

DATE

8 June 1979

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DD/Pers/P&C  
1006 AMES

RECEIVED

FORWARDED

6/11

JLM

Inasmuch as the earlier transmittal memo was not used, the attached draft was prepared to convey three points:

2.

3. DD/Pers  
5E-58, Hqs.

1 JUN 1979

[Signature]

1. The DDCI has reviewed the FY 79 APP-Phase II,
2. He has reaffirmed the need for such data and

4.

5. D/Pers  
5E-58, Hqs.

13 JUN 1979

[Signature]

3. Some modifications will be made to simplify preparation of the report.

6.

Chief PMES 1006

6/14/79

The follow up report on counseling will be forwarded to the heads of Career Services with covering instructions from you.

7.

8.

9.

10.

11.

12.

13.

14.

15.

Looks good -  
Smooth it!

[Signature]